

Invitation for Bids
Municipal Aggregates
Moultonborough, NH
May 20, 2010



Joel Mudgett, Chairman
Board of Selectmen

Table of Contents

Advertisement.....	3
Scope of Work or Specifications and Conditions.....	4
Bid Forms.....	7



PLEASE POST

TOWN OF MOULTONBOROUGH

Invitation for Bids

Municipal Aggregates

Sealed bids for the provision of one and a half inch (1 ½") crushed bank run gravel (2,000 tons) and winter sand (4,650 tons) for each of the coming three years (July 1, 2010 through June of 2013) will be accepted until 2:00 p.m. on Thursday, June 10, 2010 in the Offices of the SelectBoard, 6 Holland Street, PO Box 139, Moultonborough, NH 03254 at which time they will be opened and publicly read aloud.

A detailed package with information on the materials to be delivered, the conditions thereof, and bid forms, is available at www.moultonboroughnh.gov (Paid, Volunteer and Contract Openings) or said offices during normal business hours.

Bids shall be good for a period of forty five (45) days after the date of bid opening. The bid on each item is to be submitted in a separate sealed envelope marked with the name of the item for which bids are sought and the date and time advertised for the opening. If mailed, each bid should be in a separate sealed envelope, similarly marked to protect against the actual bid being opened in error. Any questions with respect to this invitation must be received, in writing by mail (above address), fax (603.476.5835) or email (cterenzini@moultonboroughnh.gov), by Carter Terenzini, Town Administrator, no later than 4:00 p.m. on June 3, 2010.

The town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

Joel Mudgett, Chairman/s/
Board of Selectmen

Posted: Town Bulletin Boards (7)
SAU

Advertised: Meredith News & Carroll County Independent 05/20/10 & 05/27/10
Mailed: Vendors List
Web: Craigslist; winnipesaukee.com; NHLGC

Scope of Work or Specifications and Conditions

1.) General Description of the Project, Materials and Quantities

The Town will annually procure the following materials in the following quantities:

Crushed bank run gravel (CBR) [one and a half inch (1 ½”)]	2,000 tons
And	
Winter sand	4,650 tons

A portion of these materials will be delivered in bulk quantities under one order. Others will be called for as needed. In any event, we anticipate annually utilizing all of the quantities specified above. The Town reserves the right to procure additional quantities of materials beyond those noted above, at the bid price and to be delivered to the location above, throughout the contract period. The Town may pick-up materials from time to time under prices furnished herein.

2.) Specifications & Certification

Bidders must include a certified Sieve Analysis Report with their Sealed Bids. The test results may not be any older than ninety (90) days prior to the date of the bid opening.

a.) Crushed bank run gravel must meet the NHDOT 304.3 standards for modified and crushed gravel.

b.) Winter sand must be 3/8 inch minus with 0 to 4% passing the No. 200 sieve test.

3.) Delivery Location and Timing

All materials are to be delivered to the Moultonborough Highway Garage Storage Area off Moultonboro Neck Road. Delivery of the initial quantity of materials, as specified below, must commence within thirty (30) days of the contract date and be completed within sixty (60) days from that date. This same time period will apply after the annual renewal notice is given if the contract is renewed each year.

a.) CBR 750 tons

b.) Winter sand 4,650 tons

The balance of the CBR will be delivered on an “on-call” basis in increments of no less than 100 tons per order. Delivery must be commenced within three (3) day of the call and the amount delivered must be no less than one hundred (100) tons per day.

4.) Term of Contract

This contract covers the period of July 1, 2010 through June 30, 2011. The Town, subject to proper performance by the Successful bidder and appropriation by Town Meeting, may extend the contract for two additional years by annually supplying a notice to the successful bidder no later than June 1 of each year.

5.) General Conditions

a.) You must produce a certificate of insurance, naming the town, its officers, employees and assigns, as Certificate Holder and additionally Named Insured, for the following types and levels of coverage:

- Workers Compensation	Statutory
- Automobile and Equipment	\$1 Million/\$2 Million
- Property Damage	\$1 Million/\$2 Million
- General Liability	\$1 Million/\$2 Million

If you use a sub-contractor for any portion of the work you must obtain from them, and provide to us, a similar certificate in similar amounts.

b.) If you are in default of this contract you will be given a ten (10) days notice to cure the default. You will have an additional ten (10) days to cure the default. If you do not do so we may cancel the contract.

c.) Payments will be made within thirty (30) days of the submission of a bill showing conformance with all work requirements.

d.) The term “days” shall mean calendar days.

6.) Questions and Supplements

Any questions with respect to this invitation must be received, in writing by mail (above address), fax (603.476.5835) or email (cterenzini@moultonboroughnh.gov), by Carter Terenzini, Town Administrator, no later than 4:00 p.m. on June 3, 2010.

Please take critical note of the following!

The answers, and any other changes or supplements to this document, will be posted on the Town web site as an Addendum no later than 4:00 p.m. on Monday, June 7, 2010. It is the bidder’s responsibility to check and verify any such changes in order to account for them in their bid.

6.) Bid Due Date and Methods of Delivery

Bids will be accepted until 2:00 p.m. on Thursday, June 10, 2010 in the Offices of the SelectBoard, 6 Holland Street, PO Box 139, Moultonborough, NH 03254 at which time they will be opened and publicly read aloud.

The bid is to be submitted in a separate sealed envelope marked with the name of the item for which bids are sought and the date and time advertised for the opening. If mailed, each bid should be in a separate sealed envelope, similarly marked to protect against the actual bid being opened in error.

Town of Moultonborough

Municipal Aggregates

Bid Form

(Please Print In Pen or Type)

Name of Bidder: _____

Address: _____

Contact Person: _____

Telephone

Fax

Email

ATTENTION: Mr. Joel Mudgett, Chairman
Board of Selectmen
PO Box 139
Moultonborough, NH 03254

Dear Mr. Mudgett:

Having examined the documentation provided with the subject Invitation for Bids the undersigned proposes to furnish all materials as requested in accordance with the subject documents.

The undersigned acknowledges Addenda # _____
(If none, write none).

If I am notified my proposal is accepted within forty five (45) days of the bids having been opened, I will execute a contract for the work within fourteen (14) days thereafter. I propose to provide the specified materials for the following unit pricing

1.) Year 1:

Material

Unit Price

Crushed Bank Run Gravel	Per Ton	\$ _____	Delivered
Crushed Bank Run Gravel	Per Ton	\$ _____	Picked Up
Winter Sand	Per Ton	\$ _____	Delivered

Aggregates Bid Form
Page 2

2.) Year 2:

<u>Material</u>		<u>Unit Price</u>	
Crushed Bank Run Gravel	Per Ton	\$ _____	Delivered
Crushed Bank Run Gravel	Per Ton	\$ _____	Picked Up
Winter Sand	Per Ton	\$ _____	Delivered

3.) Year 3:

<u>Material</u>		<u>Unit Price</u>	
Crushed Bank Run Gravel	Per Ton	\$ _____	Delivered
Crushed Bank Run Gravel	Per Ton	\$ _____	Picked Up
Winter Sand	Per Ton	\$ _____	Delivered

I understand that the town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

I understand that the Town may hold my bid for forty five (45) days prior to awarding a contract.

In order to be considered responsive each bidder must submit the following with this bid:

1.) Sieve Analysis

I certify, under the penalties of perjury, that (1) I have had an opportunity to view the full bid package and am aware it was my responsibility to perform my own due diligence appropriate to submitting this proposal, (2) I am fully authorized to submit this bid, (3) I have not engaged in discussions, negotiations, or collusion with any person to determine what my bid will be and (4) that I, to the best of my knowledge and belief, have paid all taxes, fees, assessments, betterments or other municipal charges that I owe to the Town of Moultonborough or have payment agreement in place or have filed an appeal over the same.

Signature of Bidder

Title of Bidder

Signed this _____ day of _____, _____.

Corporate
Seal